

REPORT FOLDER

ABSTRACT

A report cover (10) is disclosed which can be used with a report (12) bound by a flexible comb binding (14). An insert (20) is bound with the report (12) in the flexible comb binding (14). The insert (20) is then fit within a pocket (38) in the back cover (28) of the cover (26). The spine or side cover (30) and front cover (32) of the cover (26) then encloses the report (12) and spiral binding (14) to provide an attractive, book-like report with spine labeling and titling for easy shelf reference. The spine also provides a space for advertising. The report cover can be used with a report that is bound with a spiral, wire loop or three ring binding also. A modified cover (100) can be formed with integral side tabs (110) and end tab (112) to form the pocket (102) without the use of adhesive or other fastener.